1/3

# **Administrator Help Home**



At School Pathways, we are well aware of the wide variety of hats School Administrators wear. Listed below are a wide variety of help articles, helpfully categorized so that you can find the right information for whatever your job-of-the-day may be.

## Student Records, Enrollment, and Special Programs

### Transcripts, Course Catalogs, and Report Cards

Programs			2019/03/07
		A-G Requirement Tracking	23:47
9th Grade Entry Year: Capturing Information from CALPADS	2017/04/05 17:38	Calculating Cal Grant GPAs	2019/04/26 20:46
Archiving Enrollment Records	2017/01/24 20:34	CMS - ADMIN Report Cards	2018/01/17 21:18
Contact Manager	2019/04/01 22:01		
Counselor Tab: Updated, Remodeled, Robust	2019/08/05 15:40	CMS - Report Cards	2017/10/18 18:53
Cume File	2018/03/05 19:10	Copying the Course Catalog	2019/04/03 19:03
Deleting Student Records	2018/01/19 23:47	Course Catalog: Master Course	2019/11/06
Dis-enroll a student from	2017/01/24 22:10	Liet	17:24
SpSIS		Course Modifiers	2020/04/28
Discipline, Incidents, and Referrals	2018/01/24 21:58		16:00
Embedded Letters	2018/01/24 22:44	Creating a Course Catalog	2020/04/28 16:48
Enrolling in Special Programs	2017/01/27 00:33		2020/09/02 16:04
Enrollment Rollovers and Matriculations	2018/03/12 18:21	and Tracking CTE Pathways in the SIS	
How to Upload an IEP File into Student Notes	2017/01/25 18:40	Customization of Report Cards, Progress Reports, and	2020/06/05 21:38
Inter-District Transfers	2017/01/24 22:20		
Loader	2018/01/25 00:06	Dual Enrollment Courses for	2020/03/11
Pre-Enrollment of Students	2018/02/27 19:04	Academic and CTE Courses	22:10

Registering New Students	2018/02/27 19:1	Progress Reports	2018/01/19
SEDS Bridges: SEIS and SIRAS	2021/03/04 18:49		20:00
Special Program Enrollments	2017/01/25 18:03	Report Cards	2018/01/17 19:40
Special Programs and Accommodations	2018/03/05 17:54	Report Cards: Mass Print and	2018/01/25
Student Grade Level Advancement	2018/03/13 18:2	Mass Import L School Setup	00:15 2018/02/28
Summer School Enrollment	2018/03/05 18:1		17:33
Tags	2018/01/16 17:19	Transcript Settings	2018/03/12 17:55
Transcript Settings	2018/03/12 17:5	Transcripts- Setting	2017/01/25
Trigger Email Setup for EL & SPED	2017/05/09 15:5	Requirement Waivers	18:39
-	2018/10/24 22:29	Transcripts-Importing Report Card Information	2017/10/18 18:50

#### Staff Records and Employment

#### Testing

		CAASPP Student Score Reports (SSRs) Manual	2019/04/01 21:40
Creating New Staff – School Level	2018/09/07 23:52	Entering Standardized Test Scores	2017/01/25 18:55
Credential Authorization Data & Local Assignment Options	2021/03/22 19:22	NWEA 6-Month Testing Tracker	2018/02/06 19:27
District - Propagating Staff Records to Schools	2018/01/24 22:40	NWEA/School Pathways	2018/11/07 19:44
Ending Staff Employment	2018/01/24 23:06	Integration PFT Submissions Manual	
Local Assignment Options	2019/05/21 18:21	2018-2019	2019/02/12 18:04
Staff: Support Staff Oversight Setup	2018/03/05 18:52	Test Registration System - Administration - CAASPP	2018/01/19 21:52
Tags	2018/01/16 17:19		2018/03/05 18:55
		Test Scores- Entering Standardized Test Scores	2018/06/04 21:05
		TOMS Student Profile	2019/05/16 15:41

## **All Administrator Essentials**

These manuals cover a wide range of essential functions in School Pathways Student Information System.

2017/04/05 17:38
2017/04/07 15:43
2017/01/24 21:27
2019/04/04 22:09
2017/01/24 21:34
2019/11/06 17:24
2020/04/28 16:00
2021/03/22 19:21
2018/09/07 23:52

Credential Authorization Data & Local Assignment Options	2021/03/22 19:22
Cume File	2018/03/05 19:10
Customization of Report Cards, Progress Reports, and Rubrics	2020/06/05 21:38
Customizing User Logins	2018/01/19 23:44
Deleting Student Records	2018/01/19 23:47
Dis-enroll a student from SpSIS	2017/01/24 22:10
Discipline, Incidents, and Referrals	2018/01/24 21:58
End of Year SIS Processes	2022/03/17 17:07
End-of-Year Checklist for Classroom-Based Schools	2021/05/26 19:50
Ending Staff Employment	2018/01/24 23:06
Enrollment Rollovers and Matriculations	2018/03/12 18:21
Passing Your Audit	2018/02/23 19:24
Pre-Enrollment of Students	2018/02/27 19:04
Registering New Students	2018/02/27 19:17
Resolving Attendance Anomalies	2017/03/29 22:54
School Setup	2018/02/28 17:33
Security Settings	2018/03/05 17:44
Setting School Calendars	2018/01/19 22:59
Special Program Enrollments	2017/01/25 18:03
Special Programs and Accommodations	2018/03/05 17:54
Staff: Support Staff Oversight Setup	2018/03/05 18:52
Student Dashboard	2018/03/05 18:14
Student Grade Level Advancement	2018/03/13 18:21
Tags	2018/01/16 17:19
Transcript Settings	2018/03/12 17:55
Transcripts-Importing Report Card Information	2017/10/18 18:50
Updating Passwords- For Admin Users	2017/04/07 15:44
Video: EOY Review	2020/05/20 22:56
Video: Fall 1 Review	2019/10/30 15:40
Video: Fall 2 Review	2020/02/12 23:08

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